



BrightLink[®]

User Welcome Tool Kit





Start Here

This card helps you get started using your new BrightLink.

1. First use this easy 5-step document.
2. Then pop in the DVD and learn more.
3. Next, visit us at the BrightLink Educator Resource Center.
4. Need more help? Additional resources are shown on the right.

Need More Help?

BrightLink software, manuals, FAQs, and more are available at **epson.com/support/brightlinkdownloads** (U.S.) or **epson.ca/support/brightlinkdownloads** (Canada).



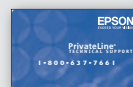
DVD containing BrightLink training videos in this Welcome Toolkit.



TeamBoard Draw Tips sheet in this Welcome Toolkit.



BrightLink *Quick Guide*. A complete *User's Guide* is also available on the BrightLink CD or at the BrightLink websites listed above.



PrivateLine® technical support card, with your individual PIN. Ask your tech coordinator or call (562) 276-4394 (U.S.) or (905) 709-3839 (Canada).

BrightLink Educator Resource Center

- Sign up for complimentary webinars
- Watch helpful how-to videos
- Find out about cool free interactive sites
- Book on-site Professional Development courses:


Go to **www.epson.com/brightlink** (U.S.) or **www.epson.ca/brightlink** (Canada) then click the Educator Resource Center tab.

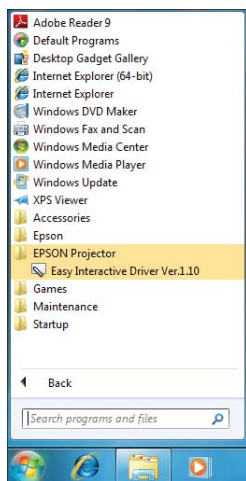
1 Make Sure the Software Is Installed

You need Easy Interactive Driver (EID) to make the pen work with your projected computer image.

Here's how to find out if Easy Interactive Driver is already installed on your computer:

If you are using Windows®:

Select  or **Start > All Programs or Programs > Epson Projector > Easy Interactive Driver**. If you see Easy Interactive Driver, the software is installed.



If you are using Mac OS® X:

Look for the **Easy Interactive Driver** folder in the **Applications** folder on your hard drive. If you see the Easy Interactive Driver folder, the software is installed.



If Easy Interactive Driver is not installed, follow the steps in the next column to install it.

If you need to install Easy Interactive Driver

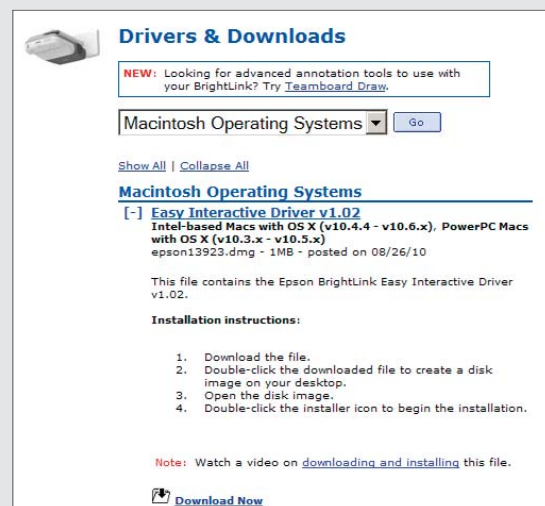
Do one of the following:

- Use the CD that came with the projector, labeled “Epson Projector Software for Easy Interactive Function”



- Download the most up-to-date version from:
epson.com/support/brightlinkdownloads (U.S.)
epson.ca/support/brightlinkdownloads (Canada)

You will need Internet access.

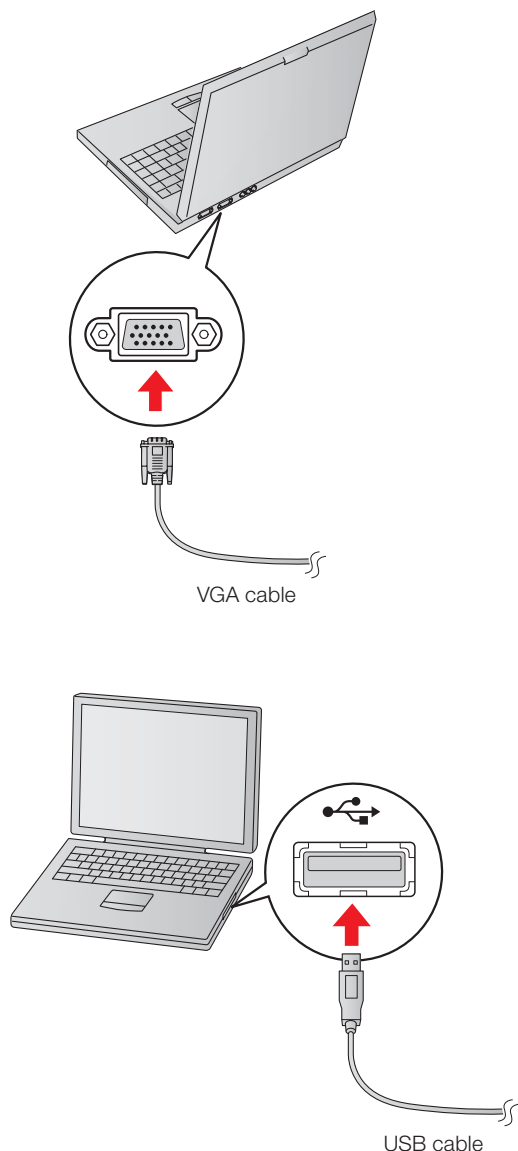


For detailed installation instructions, see the *Quick Guide* that came with the projector or watch the video on your DVD.


② Connect Your Computer to the Projector

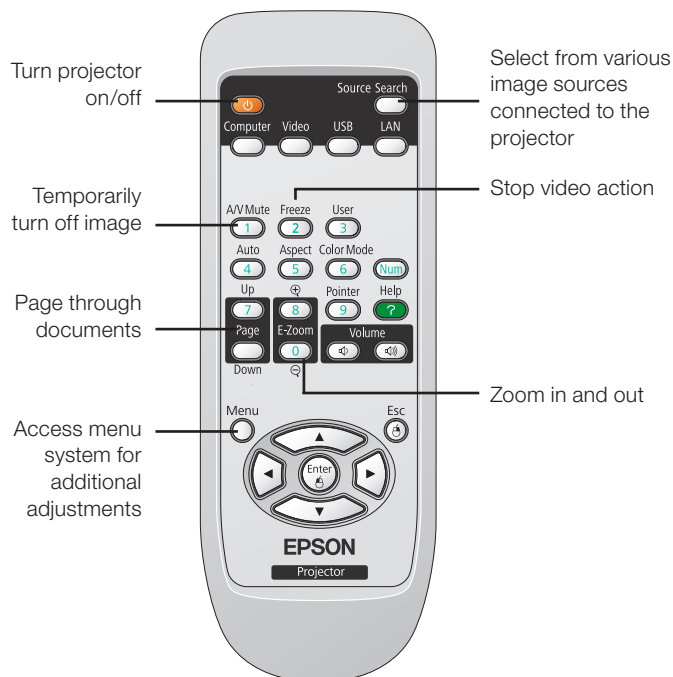
1

Connect the VGA computer cable and USB cable to your PC or Macintosh®.



2


Turn on the projector by pressing the  power button on the remote control. You can use other buttons on the remote to adjust the image.



Tip: Want to learn more about using your remote control? Visit us online at Epson's Educator Resource Center for a whole set of short videos.


3

Display an image from your computer. If the image doesn't appear, try one of the following:

- On some PC laptops, you may need to hold down the **Fn** key on the keyboard and press **F7** or the function key that lets you display on an external monitor. It may have an icon such as , or it may be labelled **CRT/LCD**.
- On a Mac®, you may need to open your Display Preferences and select **Detect Displays**, **Show displays in menu bar**, or **Mirror Displays**.
- Try pressing the **Source Search** button on the remote control.

③ Launch Easy Interactive Driver


1

Look for the  pen icon in lower right corner of your screen (Windows) or in the Dock (Mac OS).

- If you don't see the icon in Windows, you may need to click the arrow(s) to show hidden icons.

Click if necessary

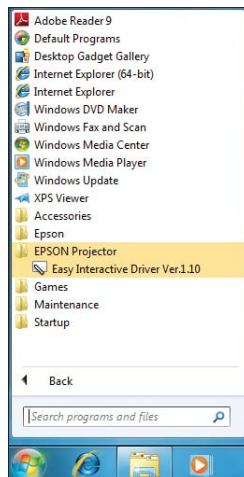


- If a red X appears on the icon , the computer and projector may not be connected correctly. Make sure the projector is powered on and the USB cable is connected to your computer.

2

If you don't see the icon, make sure you have the program on your computer. Do one of the following to check:

- Windows: select  or **Start > All Programs or Programs > Epson Projector > Easy Interactive Driver**.



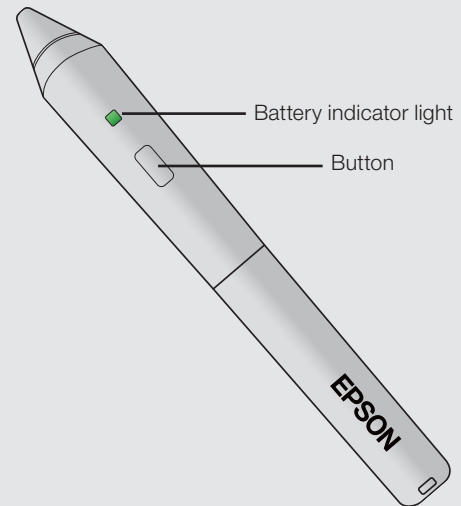
- Mac OS X: open the **Applications** folder, then open the **Easy Interactive Driver** folder and select the **Easy Interactive Driver** icon.



Using the Pens

Make sure the batteries are installed in the interactive pens. Your BrightLink came with rechargeable batteries and a charger.

- Press the button on the pen. If the light turns green, the batteries are installed and charged.



- Hold the pen at an angle, rather than perpendicular to the board.
- To left-click, tap on the board.
- To double-click, tap twice.
- To right-click, press and hold the button on the pen, then tap the board.
- To click and drag, tap and drag with the pen.

If you use the pens for several hours every day, you may have to recharge the batteries once a week. If you use them less often, you may only have to recharge once a month.


Tip: You can only write with one pen at a time, but you can use both pens and trade off. To learn more about EID and the BrightLink pen, watch the videos we made just for you on the included DVD.

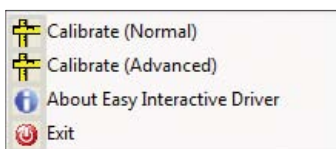
4 Calibrate Your System


Calibration coordinates the positioning of the pen with the location of your cursor. You can use either pen, and you only have to calibrate once.

1


Do one of the following:

- Windows: click the  pen icon in the system tray on your taskbar (lower right corner of your screen), then select **Calibrate (Normal)**.



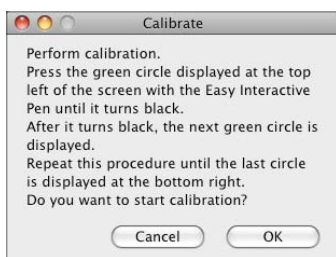
- Mac OS X: click the  pen icon in the Dock, select **Calibration** from the menu bar at the top of the screen, then select **Calibrate (Normal)**.



Note: If the pen icon appears with a red X , you won't be able to calibrate. Make sure the projector is powered on and the USB cable is connected to your computer.

2

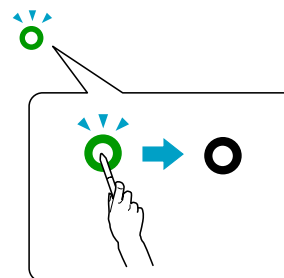
After you read the following message, click **OK**.



Note: Advanced calibration is recommended only if you are projecting highly detailed images.

3

Wait a few moments for the flashing green circle to appear. Use the interactive pen to touch each flashing green circle as it appears. Continue until all the circles stop flashing and turn black.



- Touch the center of each circle, and make sure you are not casting a shadow on the pen.
- If you make a mistake, or if too many circles appear at the same time, press **Esc** on your computer keyboard and restart calibration.

Tip: You only need to recalibrate if you change computers, or if you notice that the pen position is no longer the same as your cursor.

Congratulations! When you finish calibration, you're ready to explore your software options, as described on the next page.

⑤ Explore Your Software Options

Easy Interactive Driver allows you to use the BrightLink pen as a mouse. For writing, you need annotation software. If you already have annotation software, you can use it with BrightLink.

You can also use one of the following:

- Easy Interactive Tools (EIT), free from Epson, is a basic annotation program available for download from the Epson website. Go to epson.com/support/brightlinkdownloads (U.S.) or epson.ca/support/brightlinkdownloads (Canada)



Windows



Mac OS X

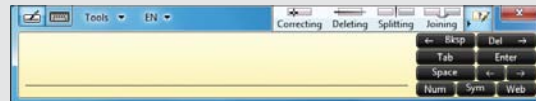
- TeamBoard Draw, a more intermediate level annotation program, is sold with your projector. You can install it from the CD that came with your BrightLink projector, or download it from the Epson website at epson.com/support/brightlinkdownloads (U.S.) or epson.ca/support/brightlinkdownloads (Canada). You will need Internet access and your projector serial number.



For more information, see the TeamBoard Draw Tips sheet or the TeamBoard training videos on the Epson website.

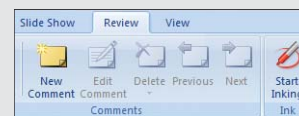
If you are using Windows 7 or Windows Vista®, you can also take advantage of the Tablet PC and Ink tools to add handwritten input.

To open the Tablet PC input panel, select  > **All Programs > Accessories > Tablet PC > Tablet PC Input Panel.**



If you have Microsoft® Office 2003 or later, you can use the Ink function to add handwritten notes to a Word document, Excel® spreadsheet, or PowerPoint® presentation.

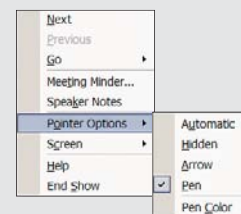
To add ink annotations in Microsoft Office applications, select the **Review** menu, then select **Start Inking**.



You can select from a variety of Ink Tools:



In Windows XP, you can annotate your PowerPoint slides without additional software. In slideshow mode, right-click and select **Pointer Options > Pen**.



For more information, see your Windows Help.

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Easy Interactive Tool Tips

1 To start Easy Interactive Tools on your computer, do one of the following:

- **Windows®:** Select  or **Start > All Programs** or **Programs > EPSON Projector > Easy Interactive Tools**.

Or, double-click the  **Easy Interactive Tools** icon on your desktop.

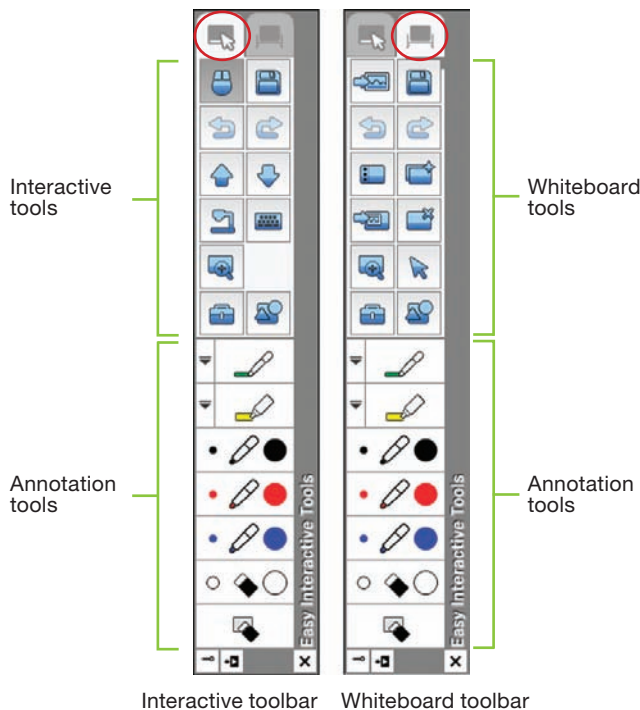
- **Mac OS X®:** Select **Applications > Easy Interactive Tools > Easy Interactive Tools**.

The Easy Interactive toolbar appears on the projected image, and an  arrow appears on the other side of the image. Two different toolbars are available, one for interactive mode and one for whiteboard mode:

Interactive Mode

In interactive mode, the toolbar appears on the projected image and lets you use the pen as a mouse to open applications, access links, and operate scroll bars, for example.

In this mode, you can also annotate whatever is displayed from your computer or document camera and save or print your pages.








Whiteboard Mode

In whiteboard mode, the toolbar appears on a blank surface, background image, or pattern. You can write or draw with the pen, add images, and save or print your pages.

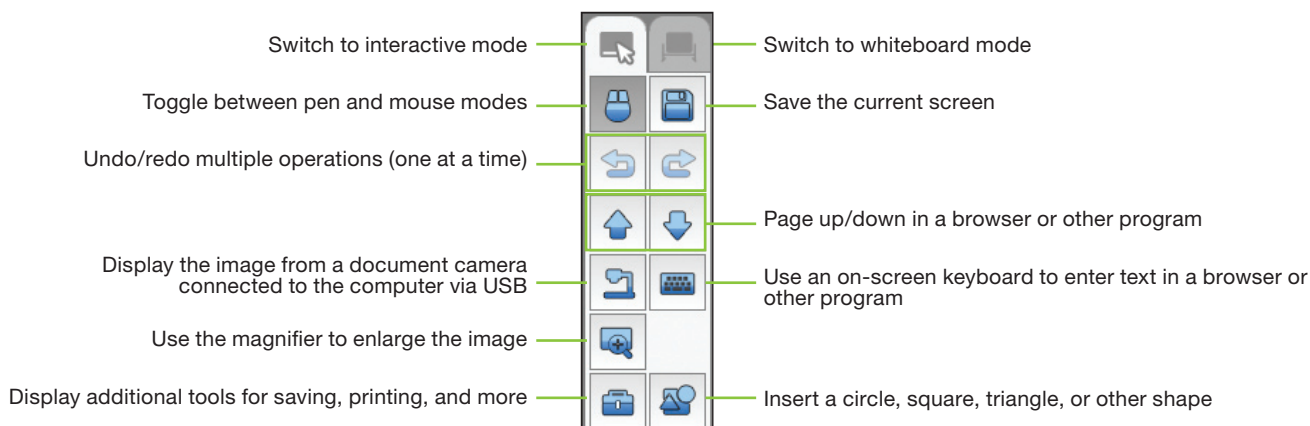
Annotating

You can use the annotation tools at the bottom of the toolbar in either mode.

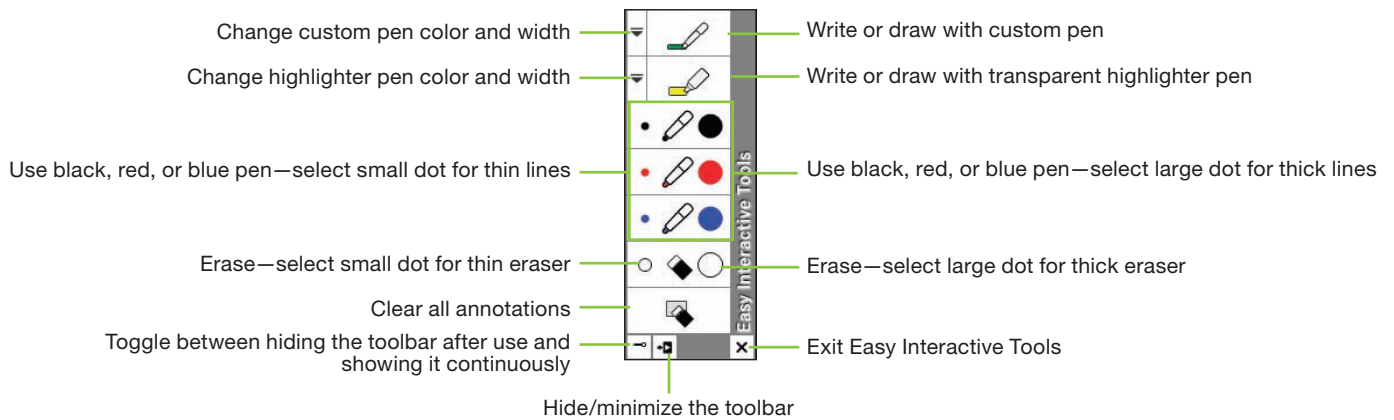
2 To toggle between modes, select the  Annotation mode icon to display the interactive toolbar, or the  Whiteboard mode icon to display the whiteboard toolbar.

3 To exit Easy Interactive Tools, select the  Exit icon in the lower right corner of the toolbar. You can also minimize the toolbar by selecting the  Close icon, then select the  arrow to redisplay the toolbar.

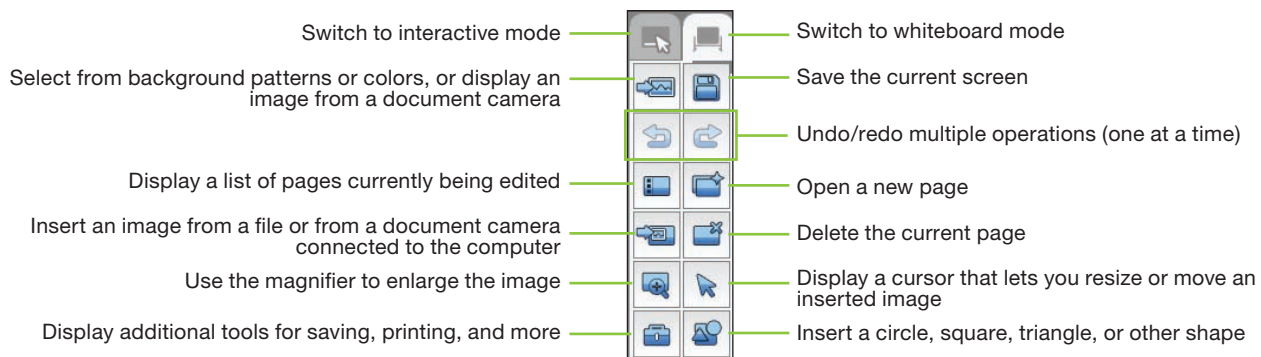
Tools for Interactive Mode



Tools for Annotation



Tools for Whiteboard Mode

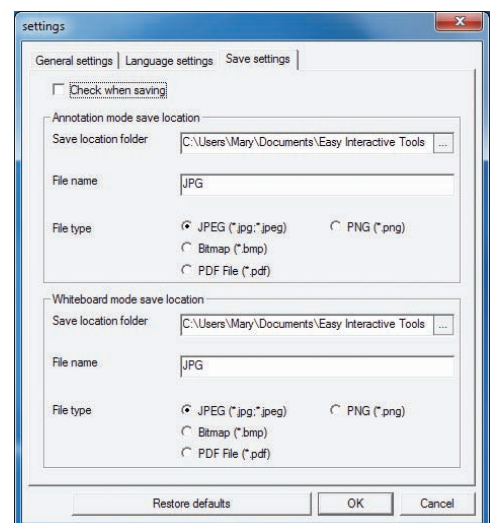


Tools for Saving, Printing, and More

To display the tools shown below, select the Other tools icon on the toolbar.



- 1 To save your screen or pages as .jpg files in your **Documents > Easy Interactive Tools** folder, simply select the Save tool. Easy Interactive Tools names your file automatically based on the date and time.
- 2 To select other locations and formats for saving, select the Settings tool, then select the **Save settings** tab, as shown on the right.
- 3 Select the location, file name, and file type for saving pages. You can save all your pages as one PDF file.
- 4 If you want to select different settings each time you save, select the **Check when saving** checkbox.
- 5 Select **OK** to close the Settings window.




TeamBoard Draw Tips

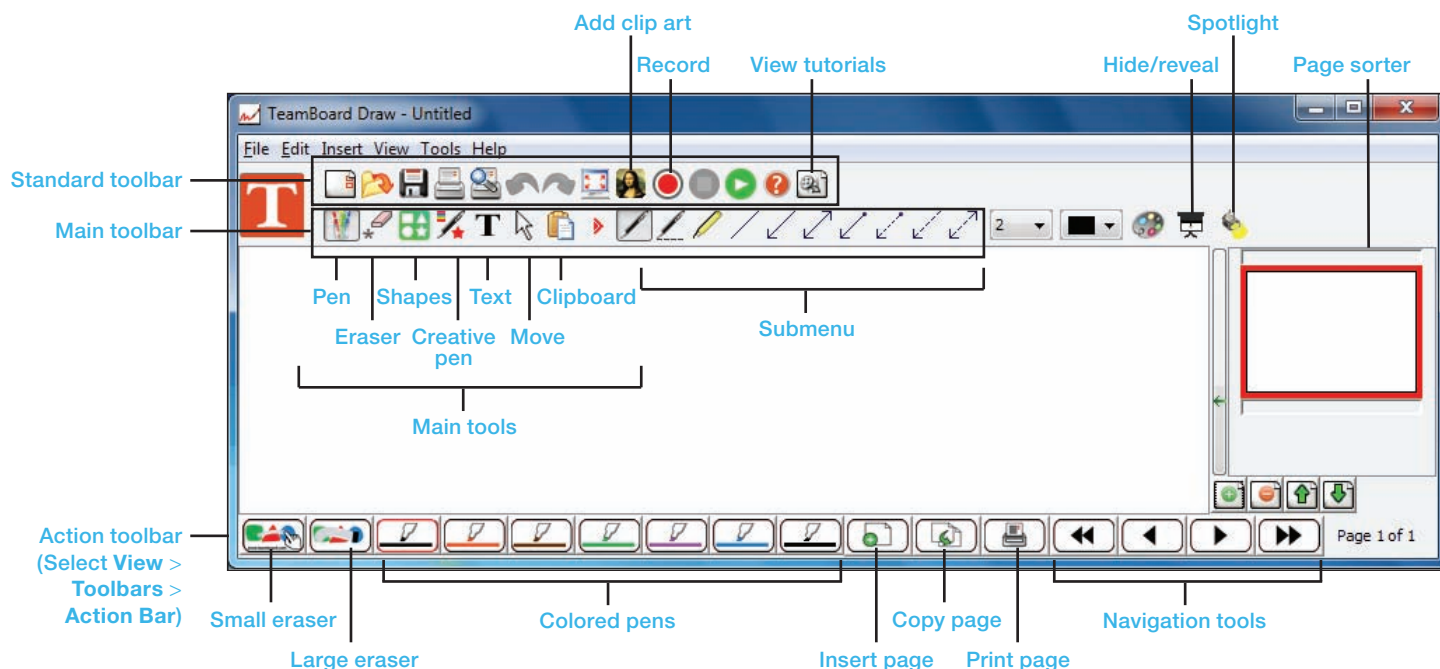
1

To start TeamBoard, do one of the following:

- **Windows®:** Select  or **Start > All Programs** or **Programs > Teamboard > Draw**.

Or, right-click the  **TeamBoard Draw** icon in your system tray (lower right corner of your screen) and select **TeamBoard Draw**.

- **Mac OS X®:** Open the Applications folder and select  **Draw**.



The Main toolbar has 7 key tools. Each tool has its own submenu on the right side (after the  red arrow).

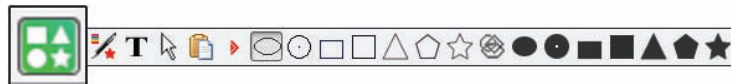
2

Move your mouse or interactive pen over any of the tool icons to see a definition.

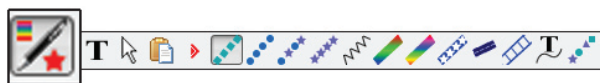
Pen tools



Shape tools



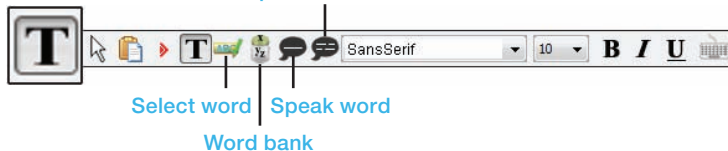
Creative pen tools



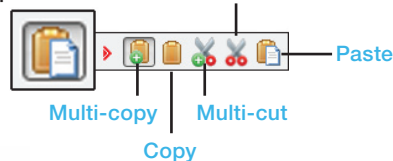
Eraser tools



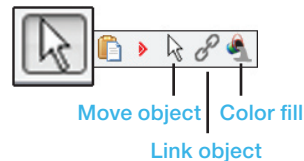
Text tools



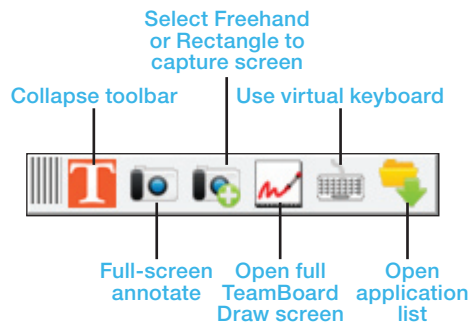
Clipboard tools



Move tools



Using the Annotation Toolbar



1 To access the floating annotation toolbar or dashboard, do one of the following:

- **Windows:** Select or **Start > All Programs** or **Programs > Teamboard > Annotation**.

Or, right-click the **TeamBoard Draw** icon in your system tray (lower-right corner of your screen) and select **Annotation**.

- **Mac OS X:** Select the **TeamboardAnnotate** icon on your screen.

2 To take a full-screen snapshot for annotation, select the camera icon. The following toolbar appears:



You can use all of the TeamBoard tools to draw or annotate on a web page or anything else on your computer.

3 To save your annotations and return to your desktop, select the icon on the right end of the toolbar.

4 To save annotated images in TeamBoard, open the **File** menu and select one of the following:

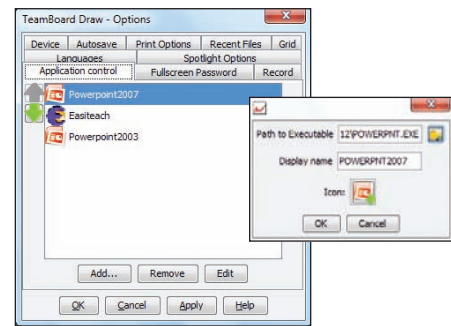
- **Save as** (to save in .tmb file format)
- **Export** (to save in .jpg, .ppt, .bmp, .pdf, .html, .tif, .png, or .iwb file formats)

After you export a .ppt file, you can open it in PowerPoint®. First you need to associate PowerPoint with TeamBoard by following the steps in the next column.

Presenting and Annotating in PowerPoint

First, you need to associate PowerPoint with TeamBoard.

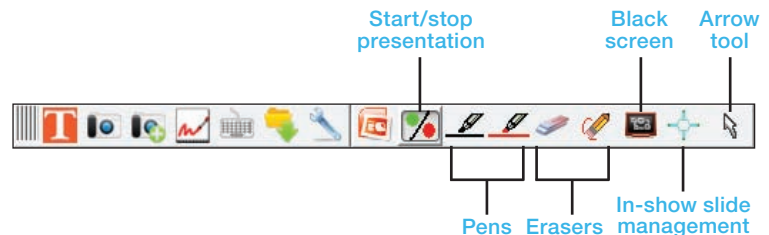
- 1** Open the **Tools** menu and select **Options**.
- 2** Select the **Application Control** tab, then select the **Add** button.
- 3** Locate and select **POWERPNT.EXE** in your Program Files\Microsoft Office folder.
- 4** Select **OK**, then select **OK** again to close the Options window.



Once you have associated PowerPoint, you can open it from the TeamBoard annotation toolbar:



Additional tools appear on the toolbar as shown below:



You can open your PowerPoint file and annotate it using the TeamBoard tools. When you are finished, select **Keep** to save your “ink annotations” with the PowerPoint file. This is great for sharing meeting notes.

